

Minutes of the Board of Water Commissioners' Meeting

Monday, July 31, 2012

Present: Commissioners G. Van De Kreeke, R. Haen, A. Stewart, and J. Trueblood, Superintendent.

The meeting was called to order by G. Van De Kreeke, President, at 4:00 P.M. All present recited the Pledge of Allegiance.

Minutes of Previous Meeting

Motion by Commissioner Haen, seconded by Commissioner Stewart, that the minutes of the June 25, 2012 meeting be approved as presented. Motion carried unanimously.

Financial Reports

The financial report for June was discussed. The Commissioners accepted the report as presented.

Superintendent's Report

Operations' Department Report

Superintendent reported that June pumpage was up by 7.4%. Superintendent reported that students from Sheboygan Christian School had toured the plant. Operations staff had repaired or maintained various other equipment including high lift venturi transmitters, SCADA projects with low lift #9, repairs to sewer lift station, and work at the Wilgus Avenue pump station. The Commissioners accepted the report as presented.

Construction Maintenance Department Report

Distribution Supervisor had not provided this report. Superintendent informed the Board of the crew's ongoing work on the Broadway Avenue water transmission main.

Old Business

Old Business Presented By Commissioners

None.

Other Old Business

None.

New Business

Business to be presented by Commissioners

Commissioner Van De Kreeke stated that he had been contacted by a customer who had complained about a recent experience at the Utility. The customer felt it had been inappropriate for the Utility to inform their landlord about payment issues on their Utility account. In addition, the customer felt that the Utility had closed the front gate too early on one particular day, resulting in the customer not being able to make payment. The Commissioners and Superintendent reviewed the customer's specific concerns and the Utility policies regarding contacting landlords. Commissioner Van De Kreeke stated he would follow up with the customer.

Other New Business

Discuss and ask Board approval for purchase of clear well valve

Superintendent presented quotes from Davies Water and Dorner for a 36" b/f valve to be installed in the 1939 clear well at its connection with the 1959 clear well; this is necessary for installation of the new wash pump. Commissioner Haen made a motion, seconded by Commissioner Stewart, to accept the low cost quote at \$7,400. Motion passed unanimously.

Discuss and ask Board approval of UV feasibility study

Superintendent presented proposals for conducting a UV feasibility study investigating at least three options for installing UV disinfection in our water treatment plant. Commissioner Van De Kreeke made a motion, seconded by Commissioner Stewart, to table the proposals until the next Board meeting. The motion passed unanimously.

Discuss issues related to acquiring parcel at end of Broadway Avenue

After discussion about the aesthetics of berming over the proposed water main, Commissioner Haen made a motion, seconded by Commissioner Stewart, that the Utility proceed with its original water main location plan and not acquire the vacant parcel. The Commissioners thanked Bob Werner for his input on the vacant parcel. The motion passed unanimously.

Discuss and ask Board approval for bid on Crocker Avenue water main replacement

Superintendent presented a bid tabulation for the water main portion of the Crocker Avenue street project by the City Public Works Department. Ptaschinski Construction of Beaver Dam was the overall low bidder on the street project, and the second low bidder on the water portion, with a range in bids from \$199,663.36 to \$233,179.00. As this is replacement of corroded water main, the entire cost is borne by the Utility. Commissioner Haen made a motion, seconded by Commissioner Stewart, to accept the bid by Ptaschinski at \$205,940.00 as part of the overall street project. Motion passed unanimously.

Discuss and ask Board approval for R.O. Transmitting Second Quarter Report to Council

Commissioner Van De Kreeke made a motion, seconded by Commissioner Haen, to submit the R.O. to Council. Motion passed unanimously.

Correspondence

There was no additional correspondence.

Approve Vouchers

Motion by Commissioner Haen, seconded by Commissioner Stewart, that gross payroll of \$136,141.59, and the general vouchers of \$380,527.79 for June be allowed and approved. Motion passed unanimously.

Personnel

Superintendent presented a request to grant the 20 year longevity step for an employee in the operations department. Commissioner Van De Kreeke made a motion, seconded by Commissioner Stewart, to approve the step. Motion passed unanimously.

Other Matters

None.

August Board Meeting

The next Board Meeting will be on Monday, August 20, 2012, at 4:00 P.M. in the Utility conference room.

With no further business, the meeting adjourned at 4:45 PM on a motion by Commissioner Stewart, seconded by Commissioner Van De Kreeke. Motion carried unanimously.

Minutes taken by:
Superintendent
Joe R. Trueblood

Raymond W. Haen, Secretary